

YEAR AT A GLANCE: Reports Due to the School Financial Services Team and select Parental Education Options Team (Summer 2020 - Spring 2021)

PI# / Report Title	Purpose / Data Collected	Data Year	Open Date	Due Date	What is affected?	Impact
<b>COMPLETED BY ALL DISTRICTS (MANDATORY)</b>						
PI-1547 Transportation (Regular)	Ridership data for the regular school-year (number of pupils transported by mileage category)	2019-20	5/11/2020	7/17/2020	Regular Transportation Aid	January 2021 Transportation Aid Payment (not High Cost)
PI-1505 Calendar	Days and hours of instruction	2019-20	6/1/2020	8/14/2020	State Aid and Federal Reporting	N/A
PI-1505 Census	Data on the number of district residents ages 4 through 20, as of June 30, 2019	2019-20	6/1/2020	8/7/2020	Common School Fund - School Library Aid	April 2021 Common School Fund Payment
PI-1505 AC Aid Certification	District revenue/expenditure data; "preliminary" Annual Report to meet statutory deadline of September 1st	2019-20	7/20/2020	8/28/2020	Used in General Equalization Aid Calculation	Oct. 15, 2020 and Final Gen. Equalization Aid (Spring 2021) Eligibility
PI-1506 AC AUDITOR Aid Certification	Auditor reported revenue/expenditure data; The District's PI-1505 Annual must match the PI-1506-AC Report	2019-20	7/20/2020	9/11/2020	Used primarily for General Equalization Aid	Oct. 15, 2020 and Final Gen. Equalization Aid (Spring 2021) Eligibility
PI-1506 FB AUDITOR Ending Fund Balance	District Fund Balance data, is an auditor report, but the district's Annual Report must match the PI-1506 FB report	2019-20	7/20/2020	9/11/2020	Used primarily for General Equalization Aid	Oct. 15, 2020 and Final Gen. Equalization Aid (Spring 2021) Eligibility
PI-1505 Annual Report	All district revenue/expenditure data; "complete" Annual Report	2019-20	7/20/2020	9/18/2020	Used primarily for General Equalization Aid	Oct. 15, 2020 and Final Gen. Equalization Aid (Spring 2021) Eligibility
PI-1505 SE Special Ed Annual	District detailed special education (Fund 27) expenditure data	2019-20	7/20/2020	9/18/2020	Special Education and School-Age Parents Aid; IDEA Maint. of Effort	2020-21FY Spec Ed Aid payments; 2019-20FY IDEA MOE compliance
School Level Annual Report	Financial Transparency Report of Per pupil expenditures by Location (ESSA)	2019-20	8/3/2020	10/2/2020	Federal Reporting Requirement for ESSA	ESSA Compliance
PI-1563 Pupil Count- September	MEMBERSHIP: 3rd Friday in September pupil count for Revenue Limit and General / Equalization Aid	2020-21	9/18/2020	10/2/2020	Equalization / General Aid and Revenue Limit	2020-21 Revenue Limit and 2021-22 General Equal. Aid
PI-401 Tax Levies	District's current year tax levies by fund	2020-21	10/16/2020	11/6/2020	2020-21 Revenue Limit	November 10 Levies Certification to Municipalities
PI-1504 Budget Report	District's planned revenues & expenditures for the current year	2020-21	10/30/2020	11/30/2020	July 1st Estimate of 2020-21 General Equalization Aid	July 1, 2021 General Equalization Aid Estimate
PI-1504 SE Special Ed Budget	District's planned detailed special education (Fund 27) expenditures for the current year	2020-21	10/30/2020	11/30/2020	IDEA Maintenance of Effort	2020-21 IDEA MOE eligibility
School Level Budget Report	Financial Transparency Report of Per pupil expenditures by Location (ESSA)	2020-21	10/30/2020	12/11/2020	Reporting Requirement for ESSA	Reporting Compliance
Financial Statements	Audited Financial Statements	2019-20	7/1/2020	12/1/2020	State Aid and Federal auditing compliance	State Statutory Compliance
PI-1563 Pupil Count- January	MEMBERSHIP: 2nd Friday in January pupil count for General / Equalization Aid	2020-21	1/8/2021	1/22/2021	Equalization / General Aid (not Revenue Limit)	2021-22 General Equalization Aid Eligibility
<b>COMPLETED BY DISTRICT AS APPLICABLE</b>						
PI-1500 Contacts	Identify District Staff for Access to SAFR Reporting Portal		Always	On-going	Ability to submit data to SFS team	On-going
PI-1589 Group and Foster Home	Membership for pupils placed in foster or group homes, served by the district.	2020-21	5/20/2020	6/30/2020	Membership for General Equalization Aid (but not for Revenue Limits)	2020-21 General Aid
PI-5000 Transfer of Service Part A	Formal request for a Transfer of Service Exemption to the Revenue Limit	2020-21	5/20/2020	9/18/2020	2020-21 Revenue Limit	Step 1 of 3 step process
PI 5000 Transfer of Service Part B	Confirmation of student information by other Wisconsin school districts	2020-21	5/20/2020	9/25/2020	2020-21 Revenue Limit	Step 2 of 3 step process

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PI-5000 Transfer of Service Part C	Submission of Transfer of Service total requests	2020-21	5/20/2020	9/30/2020	2020-21 Revenue Limit	2020-21 Revenue Limit TOS Adjustment
PI-1563 Challenge Academy-September	MEMBERSHIP: District residents enrolled in Youth Challenge Academy	2020-21	9/18/2020	10/2/2020	Equalization / General Aid and Revenue Limit	2020-21 Revenue Limit & 2021-22 General Aid
PI-1547 SS Summer and Interim Session Transportation	Ridership data for the summer/interim session (number of pupils transported by mileage category)	2020 [summer 2020]	7/29/2020	10/2/2020	Regular Transportation Aid	Transportation Aid Payment (not High Cost)
PI-1804/1805 Summer & Interim Session FTE	MEMBERSHIP: summer and interim session classes, completed prior to September 1st, minutes and fee data .	2020-21 [summer 2020]	7/20/2020	10/2/2020	Equalization / General Aid and Revenue Limit	2020-21 Revenue Limit and 2021-22 General Equalization Aid
PI-1588 Supplemental Aid	Enrollment, tax-exempt property & district area	2019-20	7/1/2020	10/15/2020	Supplemental Aid	October 2020 Supplemental Aid Payment
PI-1542 Intra-district	Expenditure data pertaining to Intra-district Aid (certain districts only)	2019-20	8/24/2020	10/15/2020	Compliance	Required under s.121.87(1)(1), Wis. Stats.
PI-1541 Inter-district	Expenditure data pertaining to Inter-district Aid (certain districts only)	2019-20	8/24/2020	10/15/2020	Compliance	Required under s.121.87(1)(1), Wis. Stats.
PI-1524 ST State Tuition Claim	District expenditures eligible for State Tuition and pupils served	2019-20	7/20/2019	11/2/2020	State Tuition Aid	June 2021 State Tuition Aid Payment
Charter Authorizer Report (SMS)	Charter school contract info, performance, authorizer operating costs and services provided to charter schools	2020-21	7/1/2020	12/1/2020	Compliance	Required under s.118.40(3m)(f), Wis. Stats.
PI-1570 High Cost Special Education Aid Claim	To claim reimbursement of costs for high-need students with disabilities; (IDEA Special Education Web Portal)	2019-20	8/24/2020	12/4/2020	High Cost Special Education Aid	June 2021 High Cost SPED Aid Payment
PI-1563 Challenge Academy-January	MEMBERSHIP: District residents enrolled in Youth Challenge Academy in either 1st or second semester	2020-21	2/15/2021	3/15/2021	Equalization / General Aid and Revenue Limit	2020-21 Revenue Limit and 2021-22 General Equal. Aid
PI-1161 Indirect Cost Rate Adjustment (SMS)	To make an adjustment to the preliminary federal indirect cost reimbursement rate for LEA	2020-21	5/1/2020	6/22/2020	Reimbursement rate for federally assisted grant programs in 2020-21.	2020-21 Federal Indirect Cost Reimbursement Rate
PI-7206 (SAGE) Claim	Student Guarantee in Education SAGE Aid claim for districts that issued debt for capital expansion due to AGR program	2020-21	Notices sent 4/19/2021	5/10/2021	SAGE Debt Aid - capped at Nine Existing Districts	Closed Program
PI-1505 Debt Schedule	District is responsible to enter or update actual long term debt repayment schedules within 10 days of a change in district debt schedules		Always	Anytime	Monthly reporting of district long term debt for DOA and LFB pursuant to WI Stats 120.115(3)	Compliance with statutory requirement and reconciliation of Annual Report
PI-1572 Referenda: Initial Resolution	Tracking upcoming referenda items		Always	W/in 10 days of Board passage	Revenue Limit	State Law Compliance
PI-1572 Referenda: Election Results	To determine allowable exemptions to revenue limit related to referendum (to exceed the revenue limit)		Always		Revenue Limit	2020-21 Revenue Limit Calculation (future years if multi-year referendum)
Energy Efficiency: Resolution Reporting	To determine allowable exemptions to revenue limit related to the Energy Efficiency Exemption.		CLOSED		Revenue Limit	1000 year moratorium on passing resolutions
Energy Efficiency: Utility Savings	To apply utility savings to reduce debt by reducing the Energy Efficiency Exemption	Contact Roger Kordus		Prior to certifying levy	Revenue Limit	Reduces the exemption
PI-1999 Fraud Reporting	Process to report fraud		Always	On-going	Potential Aid Eligibility	On-going
Final CY 2020 Claims	Claiming for state and federal grant expenditures	CY2020	Always	12/9/2020	Grant Revenue	On-going
Final FY2020-21 Claims	Claiming for state and federal grant expenditures	2020-21	Always	6/16/2021	Grant Revenue	some